



**Wake Forest Board of Commissioners**  
**Meeting Agenda**  
**June 15, 2021 at 7:00 PM**  
**All items listed are for discussion and possible action.**

**Notice**

In accordance with the requirements of Title II of the Americans with Disabilities Act of 1990 (ADA), the Town of Wake Forest will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs, or activities. For individuals with impaired hearing, special equipment is available for use during meetings in the Town Hall board chambers. Anyone who requires an auxiliary aid or service for effective communication, or a modification of policies or procedures to participate in a program, service, or activity of Town of Wake Forest should contact the office of ADA Coordinator [Mickey Rochelle](#) at 919-435-9455 or Town Clerk [Deeda Harris](#) at 919-435-9413 as soon as possible, but no later than 48 hours before the scheduled event.

**Cable & Online Broadcast of Board of Commissioners Meetings**

All Board of Commissioners meetings are broadcast live on [WFTV 10](#) beginning at 7 p.m. Meetings are also aired online on the [Public Meetings Portal](#) on the [Town of Wake Forest website](#). Archived meeting videos are also provided and available for one year after the original air date.

**Meeting Agendas**

The [Board of Commissioners](#) meeting agenda is available to be viewed and downloaded by noon on the Friday prior to the third Tuesday of each month. Citizens may request copies of the agenda or submit questions concerning agenda items by calling the Town Clerk's office at 919-435-9413. Citizens may also receive a copy of each month's agenda via email by enrolling in the free [E-Notifier](#) subscription service.

**Public Hearings**

When an agenda item is denoted as a [Public Hearing](#), persons attending shall be permitted to address the Board of Commissioners regarding the item under consideration with those speaking in favor first and those against speaking second. Proponents and opponents shall each be given five minutes of time to speak and may choose to allow one speaker to utilize the time. In the event either proponent(s) or opponent(s) have not designated a speaker to represent the view, each speaker will be allowed five minutes each to express his/her comments, ideas, concerns, expressions, and desires. No comments will be allowed on agenda items.

**Public Comment**

Anyone wishing to address the Board of Commissioners concerning an issue or topic that is not a public hearing item or an agenda item during the time of the Public Comment should contact Town Clerk Deeda Harris by 3 p.m. the day of the meeting. Mayor Jones will recognize you during the Public Comment period and give you 3-5 minutes to speak. Thank you for your cooperation.

## **Call to Order**

## **Pledge of Allegiance**

### **1. Approval of Agenda**

### **2. Approval of Minutes**

- 2.A. Approval of Minutes for Meeting held May 4, 2021 (Joint Public Hearing) and meeting held May 18, 2021 (Regular Board of Commissioners Meeting)  
[mins-5-4-WS-draft.pdf](#)  
[Draft May 4, 2021 JPH Meeting Minutes.pdf](#)  
[mins5-18-21-draft.pdf](#)

### **3. Presentations**

### **4. Public hearings / Public Comment**

- 4.A. Public hearing on and consideration of a petition requesting contiguous annexation submitted by HR Northlake, LLC for property located at 0 South Franklin Street, being Wake County Tax PIN 1840-53-5723 and adjacent right-of-way totaling approximately 8.63 acres.  
[061521 BOC Agenda Summary \(AN-21-02\).pdf](#)  
[Attachment A Legal Description AN-21-02.pdf](#)  
[Attachment B Annexation Survey AN-21-02.pdf](#)  
[Attachment C Contiguous Annexation Petition AN-21-02.pdf](#)  
[Holding Village Annexation Draft Ordinance \(AN-21-02\).docx](#)
- 4.B. Public hearing on and consideration of a petition requesting contiguous annexation submitted by Radstar, LLC for property located at 0 Wait Avenue and 1464 Wait Avenue being Wake County Tax PINs 1850-36-9661, 1850-37-9469, and 1850-47-1404 and adjacent right-of-way, which is approximately 48.4647 acres.  
[061521 BOC Agenda Summary AN-21-01.pdf](#)  
[Attachment A Legal Description AN-21-01.pdf](#)  
[Attachment B Annexation Survey AN-21-01.pdf](#)  
[Attachment C Contiguous Annexation Petition AN-21-01.pdf](#)  
[Radford Glen Annexation Ordinance AN-21-01.docx](#)

### **5. Consent Agenda**

*(A Consent Agenda is a group of items passed with a single motion and vote. These matters are of a generally routine nature. No debate is allowable on any item included on*

*the Consent Agenda. If a Commissioner or any citizen of Wake Forest or its ETJ wants separate consideration of any item, it may be removed from the Consent Agenda by request.)*

- 5.A. Approval of resolution authorizing Franklin County Tax Administrator to Levy and Collect Property Taxes for FY 2021-2022  
[Franklin\\_Co\\_Rev\\_Collection-summary.docx](#)  
[Resolution 2021-xx authorizing franklin co tax admin to levy and collect taxes 2021-2022.docx](#)
- 5.B. Approval of resolution authorizing Wake County Tax Administrator to Levy and Collect Property Taxes for FY 2021 -2022 for the Town of Wake Forest  
[Wake\\_Co\\_Rev\\_Collection-summary.docx](#)  
[Resolution 2021-xx authorizing wake co tax admin to levy and collect taxes 2021-2022.docx](#)
- 5.C. Approval of Budget Ordinance Amendment # 6 - FY 2020 - 2021  
[Final Budget Ordinance Amendment\\_summary.pdf](#)
- 5.D. Approval of American Rescue Plan Act (ARP) Grant and Special Revenue Fund  
[ARP Grant and Special Revenue Fund\\_summary.pdf](#)  
[2021 - xx ARP Grants and Special Revenue Fund.doc](#)
- 5.E. Approval of Resolution of Appreciation of Service of Advisory Board Members  
[adv\\_board\\_apreciations-summary-Turrentine-PB-Daniel-PAC.docx](#)  
[resolution2021-x-adv\\_board\\_appreciation-PB\\_Turrentine.docx](#)  
[Resolution2021-x-Tony\\_Daniel\\_Adv\\_Board\\_Appreciation\\_Service.docx](#)
- 5.F. Acceptance of Streets into the Town of Wake Forest System for Maintenance  
[2021\\_Street\\_Acceptance\\_Summary.docx](#)  
[Resolution2021-Acceptance\\_of\\_Streets\\_for\\_the\\_Powell\\_Bill.docx](#)  
[PowellBill2021.pdf](#)
- 5.G. Approval of a Resolution Endorsing the Capital Area Metropolitan Planning Organization Northeast Area Study  
[CAMPO NEAS Summary](#)  
[Resolution to Endorse CAMPO Northeast Area Study](#)  
[Attachment A: CAMPO 2021 Northeast Area Study Presentation](#)  
[Attachment B: CAMPO 2021 Northeast Area Study](#)
- 5.H. Consideration of Potential Planning Board Appointment Options - Board of Commissioners' Directed  
[06015021 BOC Agenda Summary.pdf](#)  
[Planning Board Member Reduction Resolution.docx](#)

## 6. Legislative Items

- 6.A. Consideration of Waiver of the Code of Ordinances – Sec. 20-2. Public Consumption, Possession, etc., of Alcohol for Friday Night on White 9.10.21  
[Item\\_Summary\\_2021\\_Friday\\_Night\\_On\\_White\\_Alcohol\\_Ordinance\\_Waiver.docx](#)  
[Resolution for Open Container Waiver FNOW September 2021.docx](#)  
[Attachment A 2021 FNOW VENUE MAP WITH ROAD CLOSURES.jpg](#)  
[ATTACHMENT B September 2021 Friday Night on White Alcohol Ordinance Waiver Request.docx](#)  
[Sec.\\_20\\_2.\\_Public\\_consumption\\_possession\\_etc.\\_of\\_alcohol.docx](#)
- 6.B. Consideration of Waiver of the Code of Ordinances – Sec. 20-2. Public Consumption, Possession, etc., of Alcohol for WF Cares Holiday Kickoff on November 13, 2021.  
[Item\\_Summary\\_2021\\_WF\\_Cares\\_Holiday\\_Kickoff\\_Alcohol\\_Ordinance\\_Waiver.docx](#)  
[Resolution for Open Container Waiver WF Cares Holiday Kickoff 2021.docx](#)  
[Attachment A Wake Forest Cares Holiday Kickoff Event Map.pdf](#)  
[ATTACHMENT B Wake Forest Cares Holiday Kickoff Alcohol Ordinance Waiver Request.docx](#)  
[Sec.\\_20\\_2.\\_Public\\_consumption\\_possession\\_etc.\\_of\\_alcohol.docx](#)
- 6.C. Consideration of a Resolution amending the Code of Ordinances Chapter 30 - Traffic and Vehicles; Article VI. - Traffic Schedules Sec. 30-256. - Schedule X, stop intersections.; to convert the intersection of S. Wingate Street and W. Sycamore Ave to all-way stop control.  
  
[Summary\\_WSycamore\\_SWingate\\_06152021.docx](#)  
[Ord2021-x\\_WSycamore\\_Wingate\\_All-Way\\_06152021.docx](#)
- 6.D. Consideration of Appointment of District Member to the Historic Preservation Commission  
[advisory\\_board\\_appointment-June-2021-HPC-summary.docx](#)

## 7. Planning Items

- 7.A. Consideration of Potential Rezone Options for 238, 306 & 350 South Allen Road as Requested by Board of Commissioners  
[BOC S. Allen Rezone.pdf](#)  
[ATTACHMENT A.pdf](#)  
[ATTACHMENT B.pdf](#)
- 7.B. Consideration of Action on LEGISLATIVE CASE RZ-21-03, Wait Avenue Condos: Request filed by AGNC Ventures I, LLC, to rezone from the existing Conditional Use Urban Mixed-Use (CU UMX) and Urban Mixed-Use (UMX) to Neighborhood Mixed-Use Conditional District (NMX CD) and associated master plan for 1.55± acres

located at 413, 425, and 435 Wait Avenue being Wake County Tax PINs: 1841-61-0289, 1841-61-2233, and 1841-61-3373 and adjacent right-of-way to centerlines.

[061521 BOC Agenda Summary RZ-21-03.pdf](#)

[Consistency Statement RZ-21-03 Wait Avenue Condos.pdf](#)

[Inconsistency Statement for Disapproval RZ-21-03 Wait Avenue Condos.pdf](#)

[Ordinance RZ-21-03 Wait Avenue Condos.docx](#)

[Attachment A - Legal Description.pdf](#)

[Attachment B – Wait Avenue Condos Site Master Plan.pdf](#)

[Attachment C - RZ-21-03 Application and Proposed Conditions.pdf](#)

[Planning Board Written Recommendation.pdf](#)

## **8. Administration and Financial Items**

### **8.A. Consideration of approval of FY 2021 - 2022 Budget Ordinance**

[FY 2021-2022 Budget Ordinance approval\\_summary.pdf](#)

[2021-xx budget ordinance 2021-2022.doc](#)

[Assignment of Classes July 2021.pdf](#)

[Planning Fee Schedule\\_Final Submitted.docx](#)

[Proposed Electric Rate Schedule.pdf](#)

[Proposed FNOW Fees.pdf](#)

## **9. Public Services Items**

## **10. Parks and Recreation Items**

## **11. Public Safety Items**

## **12. Other Business**

### **12.A. Wake County Tax Releases (Wake Co. Board met 6/7/21; no report for June received yet.)**

### **12.B. Monthly Report**

[May 2021 Monthly Report.pdf](#)

### **12.C. Commissioner Reports**

### **12.D. Closed Session: N.C.G.S 143-318.11(a)(6) Personnel - Annual Evaluation of Town Manager & Town Attorney**

### **13. Adjournment**